

### PURPOSE

To recognize the creative excellence of individual Virginia artists and to support their pursuit of artistic excellence.

### DESCRIPTION

A limited number of fellowships are available to professional artists living in Virginia. Funding in this category is highly competitive.

### DEADLINE

Applications for fellowships in CHOREOGRAPHY must be **received** by the Commission on or before **5:00 pm, October 1, 2013 (not a postmark date)**. The Commission does not accept application materials via fax or email.

### AMOUNT OF ASSISTANCE

Artists will be considered for fellowships of \$5,000. Artists are not required to provide matching funds.

### ELIGIBILITY

Artists who are legal residents of Virginia at the application deadline and who plan to remain a Virginia resident during the grant period are eligible to apply. A legal resident has a valid Virginia driver's license and/or pays income taxes in Virginia and/or is a registered Virginia voter. Applicants must be at least 18 years of age. An individual may receive only one fellowship from the Commission within any four-year period.

### CRITERIA

Applications are evaluated on consistent quality of the artist's work, the applicant's record of professional arts activity and achievement, and the potential for the fellowship to result in significant advancement in the applicant's career.

### APPLICATION REVIEW

Applications are reviewed by an advisory panel of professionals in the appropriate discipline. The board of the Virginia Commission for the Arts makes all final funding decisions. Results will be announced after the December Commission meeting.

### APPLICATION SUBMISSION CHECKLIST

A complete application must contain:

**EIGHT (8) stapled copies collated** (please do not use binders or folders) in the following order:

- Applicant information page
- Artist Narrative. No more than 1 page (8.5" x 11")
- Artist Resume

**ONE (1) copy** of a recent work sample on a DVD that represents your work as a choreographer. Please read the following instructions for work sample submission:

- The box or jewel case must be clearly labeled with the name of the applicant and the title of the work (s).
- Cue to or indicate the segment(s) for the panel to review.
- If the choreographer is performing in the work, please identify.
- The panel will review no more than 10 minutes of work.
- Do not submit promotional montages of many works.
- Still photography will not be accepted

**ONE (1) copy** of a completed National Standard for Arts Information Exchange Form (for reporting purposes only; will NOT be considered during the grantmaking process)

**Refer to the instructions attached for details on preparing your application.** Any application not containing all of the items listed above will be considered incomplete and will be returned with a brief explanation.

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**NOTE: Be sure to keep a copy of your application and all forms and attachments. Applicants must include a self-addressed stamped envelope if you would like the return of the DVD.**

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Please provide all information requested in the order listed and send to the Commission office **no later than October 1, 2013 by 5:00 pm (not a postmark date).**

Applications are not accepted via fax or email. Original signatures are required. Please make sure to review the [2013-2014 Online Guidelines for Funding](#) available on our website before applying.

For assistance, please contact the Commission staff at 804.225.3132 or by email at [arts@arts.virginia.gov](mailto:arts@arts.virginia.gov). **Thank you.**

**Mail application to:**

Virginia Commission for the Arts  
1001 East Broad Street, Suite 330  
Richmond, VA 23219  
804.225.3132 (Voice/TDD)  
[www.arts.virginia.gov](http://www.arts.virginia.gov)

**Please Note New Address**

**APPLICANT INFORMATION**

First/Last Name \_\_\_\_\_  
Street \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
County \_\_\_\_\_  
Phone Number \_\_\_\_\_  
Email \_\_\_\_\_ Web Address \_\_\_\_\_

**INTERNATIONAL ACTIVITY**

Please indicate "yes" or "no" whether your request includes funds to do any of the following: 1) activities involving travel to other countries; 2) activities in which foreign artists visit Virginia or the US; 3) any cultural exchange program; or 4) activities linking you with artists or institutions in other countries. This information is for reporting purposes only and will not be considered during the grant making process.

Yes                      No

**ASSURANCES & SIGNATURE**

*"I am a legal resident of Virginia and plan to remain a Virginia resident during the grant period. Statements in this application are true and complete to the best of my knowledge."*

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

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### Please Note New Address

## ATTACHMENTS

### 1. Artist Narrative (eight copies).

On a separate page, explain how you plan to use the fellowship funds, how it will affect your artistic development and why it is important that you receive a fellowship at this time. You may describe activities such as researching and developing a proposed idea; taking time off from work; or expenses incurred in the presentation of final work such as exhibitions, or documentation. If funds are to be used for creating work, state whether you are beginning, completing, and/or presenting work. You may include aesthetic issues and concerns relating to the activities you describe. The narrative should be no more than one page (8.5" x 11").

### 2. Artist's Resume (eight copies).

Attach a typed resume with information about your education, important learning and work experiences, publications, honors, and any other pertinent biographical information related to your work as an artist.

### 3. Work Sample (one copy).

- Submit one recent work sample on a DVD.
- The box or jewel case must be clearly labeled with the name of the applicant and the title of the work(s).
- Cue to or indicate the segment(s) for the panel to review.
- If the choreographer is performing in the work, please identify.
- The panel will review no more than 10 minutes of work.
- Do not submit promotional montages of many works.
- Still photography will not be accepted.

### 4. Self-addressed, return envelope with postage adequate to return work sample.

This is optional, however DVDs will not be returned otherwise.

### 5. National Standard for Arts Information Exchange Form (one copy).

For reporting requirements only; will not be considered during the grant evaluation.

**Please mail completed application and attachments by 5:00 pm October 1, 2013 (not a postmark date).**

Applicant/Organization Name: \_\_\_\_\_ FORM BCKFDR\8891  
(Updated 12/20/01)

**NATIONAL STANDARD FOR ARTS INFORMATION EXCHANGE  
RACIAL/ETHNICITY DATA COLLECTION FORM**

**Individual Applicants:**

Individuals should circle **any combination** of the characteristics listed below that apply:

- A: Asian**
- B: Black/African American**
- H: Hispanic/Latino**
- N: American Indian/Alaskan Native**
- P: Native Hawaiian/Pacific Islander**
- W: White**

**Organizational/Institutional Applicants**

(e.g. school, arts group):

Using the characteristics listed below, circle the predominant group of which the staff or board or membership (not audience) is composed. Organizations should choose the **one** code that best represents 50 percent or more of its staff or board or membership. If none of these conditions apply to the organization, classify the organization "99."

- A: 50% or more Asian**
- B: 50% or more Black/African American**
- H: 50% or more Hispanic/Latino**
- N: 50% or more American Indian/Alaskan Native**
- P: 50% or more Native Hawaiian/Pacific Islander**
- W: 50% or more White**
- 99: No single group** listed above represents 50% or more of staff or board or membership

**For Both Individual & Organizational Applicants:**

Using the characteristics listed below, indicate if the majority of the grant activities are intended to involve or act as a clear expression or representation of the cultural traditions of one particular group, or deliver services to a designated population listed below, choose that group's code from the list. If the project or activity does not emphasize the culture or traditions of one group, please circle "99." If you seek or receive general operating support or support for administrative or artistic expenses for many projects and activities and cannot select one group, please circle "99."

- A: Asian individuals**
- B: Black/African American individuals**
- H: Hispanic/Latino individuals**
- N: American Indian/Alaskan Native individuals**
- P: Native Hawaiian/Pacific Islander individuals**
- W: White individuals**
- 99: No single group**

**NOTE:** Generally, an activity can be considered "a clear expression or representation of the cultural traditions of one particular group" if it is:

(1) A project in which the intent is to communicate the culture or traditions of a particular race. For example, performances by an African dance company would be coded as "Black/African American."

and/or

(2) Projects which are usually understood to be reflective of the culture or traditions of a particular race. For example, Kabuki theatre is performed in many localities, and by many Asian and non-Asian groups. All of these performances would be coded as "Asian" because regardless of who produces the work, the type of theatre itself is widely understood to be an expression of Japanese culture.

This information will be used as part of a data collection project which documents state arts agency grant-making activities nationwide. This information will be used to determine national trends in grant-making and will not be considered during the grant-making process.